

A Guide to Funerals at
HOLY INNOCENTS' EPISCOPAL CHURCH

FOR

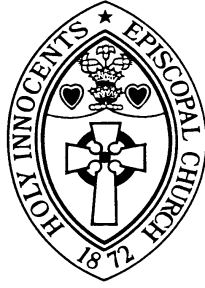
(Print Full Name)

(Date of Birth)

(Date of Death)

(Service Date)

(Time)



Dear Friends in Christ,

The death and resurrection of our Lord Jesus Christ is the foundation upon which our faith is built. As those marked as Christ's own forever, we know that his death and new life constituted one event, one massive expression of God's love. As you plan your funeral or that of a loved one, we hope you return to this truth again and again on the pages that follow.

Few things you do in life will ever state more clearly what you believe than the thoughts you register here. Know that a priest of Holy Innocents' is available as you make your way through these pages, should you so desire. We want to be as helpful as possible as you make these important plans.

Peace and blessings to you.

A handwritten signature in cursive script, appearing to read 'Michael R. Sullivan'.

The Rev. Michael R. Sullivan
Rector

**PLANNING YOUR FUNERAL OR MEMORIAL SERVICE
AT HOLY INNOCENTS' EPISCOPAL CHURCH
Atlanta, Georgia**

The liturgy for the dead is an Easter liturgy. It finds all its meaning in the resurrection. Because Jesus was raised from the dead, we too, shall be raised.

The liturgy, therefore, is characterized by joy, in the certainty that "neither death, nor life, nor angels, nor principalities, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord."

Book of Common Prayer, Page 507

Advance Preparation

It is wise to make preparations before death occurs, including:

The selection of a burial lot, or other directions for the disposal of the body, such as donations or cremation. Spaces in the Parish Columbarium are available for a modest fee, substantially less than public cemeteries.

The making of a will. It is "the duty of Christian parents to make prudent provision for the well-being of their families, and of all persons to make wills, while they are in good health, arranging for the disposal of their temporal goods, not neglecting, if they are able, to leave bequests for religious and charitable uses." (BCP, p. 455)

A statement, in writing, of your wishes regarding burial arrangements.

AT THE TIME OF DEATH

Call Your Parish Priest

When there is a death in your family or a family member is near death, call, the church. We want to support you and share with you at your time of loss.

Prayers and Readings: Near death or at the time of death

The Prayer Book provides prayers for the time when a person is near death (p. 462), and at the time of death (p. 462-463). When possible, the family and friends join together in the Litany (p. 462) led by the parish priest or by a lay person if the priest cannot be present.

Prior to the Funeral or Memorial Service

Prior to the funeral it is appropriate that family and friends come together for prayers. The Prayers for a Vigil (p. 465-466) may be used. The psalms found on pages 471-479 may be used with these prayers or they may be used for prayer and meditation. You may also find it helpful to read and meditate on the Scripture passages suggested on pages 494 and 495.

We suggest that you do not have a “viewing.” While it sometimes makes sense for those closest to the deceased to see the body, general “viewings” are not a necessary part of Christian burial and may be an unnecessary emotional strain and financial burden. Bereaved persons may wish to have hours at the parish hall or at home to receive visits of love and condolence from family and friends. Time and place may be announced in the newspaper notice.

Funeral or Memorial Service

“Baptized Christians are properly buried from the church. The service should be held at a time when the congregation has opportunity to be present.” (BCP, p. 490)

“The coffin is to be closed before the service, and it remains closed thereafter.” (BCP, p. 490)

Planning the Service

Suggested scripture readings are listed on pages 494 and 495 of the Book of Common Prayer. Two or three readings are customary with at least one Psalm. Normally, members of the family or friends read the lessons.

There is a short homily after the Gospel reading in which the priest thanks God for the gifts God has given us through the life of the deceased. We do not do eulogies in the worship service although stories and memories may be appropriately shared by family and friends at the reception.

The norm of Episcopal practice, as reflected in the Prayer Book, is to celebrate the Holy Eucharist. The principal act of Christian worship and our chief means of offering thanks to God, the Holy Eucharist is especially appropriate at funerals, as at all major events or passages in life. Care is given at a funeral to ensure that all baptized persons understand that they are welcome at the Lord’s Table. The celebration of the Eucharist at a funeral emphasizes the joy of Resurrection, the New Life we share in Christ, and the presence of the whole communion of saints in which the living are united to the dead.

It may be appropriate, in some circumstances, not to include a Celebration of the Holy Eucharist.

At the graveside, earth is cast upon the coffin or the ashes.

The customary vases of flowers used in the church at a Eucharist are sufficient (but not required). These may be ordered directly by the family, provided by a friend, or HI Flower Guild. Money which would otherwise be spent on flowers may be given in the person’s memory to the Church or to an appropriate charitable organization. In the newspaper notice, “Please omit flowers; memorial gifts may be sent to...” will help relatives and friends. Large numbers of floral pieces are not used in the church.

It is appropriate to have hymns sung by the congregation, or other forms of music at the service. Music should express the hope and faith that Christians manifest in the face of death. The use of secular music is not permitted. The guidance of the clergy or choirmaster should be sought in the selection of music.

A pall is used over the casket in the church.

The burial rituals of fraternal orders, military organizations, or other such associations, if used, are generally held at some time prior to the Church's burial service. Please discuss military honors with the clergy prior to making arrangements.

The Body

The body may be disposed of in ways other than traditional burial. It is commended as good stewardship to donate one's body or organs for medical, teaching, or research purposes. Cremation is also acceptable, and the church provides a memorial garden for the burial of the ashes. All the funeral rites of the Church may be held in the Church with the body or ashes present or not present.

Fees

The parish has no fee for the worship service. Fees for receptions and flowers are suggested elsewhere in this guide. Spaces in the memorial garden do entail a charge of \$1,000.

Reception

The St. Joseph of Arimethea Guild of the church will be happy to coordinate a simple reception for an approximate cost of \$150 for 100 people. Please see the "Flowers" section for costs associated with our Flower Guild providing flowers for a reception. Donations of any amount are gratefully received by the Committee.

Please contact the church office 404-255-4023 at the earliest possible time if a reception is planned at the church.

For your reflection from the Catechism (BCP, pp. 861-862)

What is the Christian hope?

The Christian hope is to live with confidence in the newness and fullness of life, and to await the coming of Christ in glory, and the completion of God's purpose for the world.

What do we mean by the coming of Christ in glory?

By the coming of Christ in glory, we mean that Christ will come, not in weakness but in power, and will make all things new.

What do we mean by heaven and hell?

By heaven, we mean eternal life in our enjoyment of God; by hell, we mean eternal death in our rejection of God.

Why do we pray for the dead?

We pray for them, because we still hold them in our love, and because we trust that in God's presence those who have chosen to serve will grow in his love, until they see him as he is.

What do we mean by the last judgment?

We believe that Christ will come in glory and judge the living and the dead.

What do we mean by the resurrection of the body?

We mean that God will raise us from death in the fullness of our being, that we may live with Christ in the communion of the saints.

What is the communion of the saints?

The communion of saints is the whole family of God, the living and the dead, those whom we love and those whom we hurt, bound together in Christ by sacrament, prayer, and praise.

What do we mean by everlasting life?

By everlasting life, we mean a new existence, in which we are united with all the people of God, and in the joy of fully knowing and loving God and each other.

What, then, is our assurance as Christians?

Our assurance as Christians is that nothing, not even death, shall separate us from the love of God which is in Christ Jesus our Life. Amen.

FUNERAL ARRANGEMENTS

A statement for the guidance of my parish and family:

THE WORSHIP SERVICE

Services are to be conducted at (Parish Church, City or Town)

The parish priest will be in charge of the service and all related arrangements. Funeral directors should be so informed and given the priest's phone number. It is my desire that the services be conducted as instructed by the parish priest and as provided in the Book of Common Prayer. The priest will make selections when no preference is expressed below.

Please use:

- The Burial of the Dead: Rite One (BCP, p. 469) with Eucharist
- The Burial of the Dead: Rite Two (BCP, p. 491) with Eucharist

We encourage the use of Rite Two as most Christians are familiar with the congregational responses in that service, and hence, are more comfortable with the liturgy.

The Liturgy of the Word (please choose at least one Old or New Testament, one Psalm, and one Gospel reading):

- a. *Old Testament* Reader: _____
- Isaiah 25:6-9 (He will swallow up death forever)
 - Isaiah 61:1-3 (To comfort those who mourn)
 - Lamentations 3: (The Lord is good to those who wait for 22-26, 31-33 him)
 - Wisdom 3:1-5, 9 (The souls of the righteous are in the hands of God.)
 - Job 19:21-27a (I know that my redeemer lives)

b. **Psalm** Reader: _____

- Psalm 42:1-7 (As the deer longs for the water)
- Psalm 46 (God is our refuge and strength)
- Psalm 90:1-12 (Lord, you have been our refuge)
- Psalm 121 (I lift up my eyes to the hills)
- Psalm 130 (Out of the depths have I called)
- Psalm 139:1-11 (Lord, you have searched me out)
- Psalm 23 (The Lord is my shepherd)
- Psalm 27 (The Lord is my light and salvation)
- Psalm 106:1-5 (Hallelujah! Give thanks to the Lord for he is good)
- Psalm 116 (I love the Lord, because he has heard the voice of my supplication.)

- Hymn _____
- Silence

c. **New Testament** Reader: _____

- Romans 8:14-19, 34-35, 37-39 (The glory that shall be revealed)
- I Corinthians 15:20-26, 35-38, 42-44, 53-58 (The imperishable body)
- II Corinthians 4:16-5:9** (Things that are unseen are eternal)
- I John 3:1-2 (We shall be like him)
- Revelation 7:9-17 (God will wipe away every tear)
- Revelation 21:2-7 (Behold, I make all things new)

d. **After the NT lesson** Reader: _____

- Hymn _____
- Silence
- Psalm [One of the above]

- e. **The Gospel** Reader: _____
- John 5:24-27 (He who believes has everlasting life)
 - John 6:37-40 (All that the Father gives will come to me)
 - John 10:11-16 (I am the good shepherd)
 - John 11:21-27 (I am the resurrection and the life)
 - John 14:1-6 (In my Father's house are many rooms)

4. **The Holy Communion**

- a. The Book of Common Prayer assumes that all burial services include Communion.

I would like the following people to present the offerings of bread and wine to the deacon or celebrant at the offertory:

- b. Eucharistic Prayer:
 When using Rite I Eucharistic Prayer II, p. 340
 When using Rite II: A, p. 361 B, p. 367 C, p. 369 D, p. 372

5. **Music:** Music is an integral part of Christian worship. The use of two or three congregational hymns at a funeral is appropriate. Below are several suggested hymns. You may select them by circling the number or you may also list below a personal favorite hymn. (List by title or first line, not by number only).

- | | |
|--|--|
| 8 – Morning has broken | 618 – Ye watchers and ye holy ones |
| 208 – Alleluia! The strife is o'er | 625 – Ye holy angels bright |
| 344 – Lord, dismiss us with thy
blessing (closing hymn) | 636 – How firm a foundation |
| 376 – Joyful, joyful we adore thee | 645 – The King of love my shepherd is |
| 390 – Praise to the Lord, the almighty | 657 – Love divine, all loves excelling |
| 433 – We gather together | 671 – Amazing Grace |
| 482 – Lord of all hopefulness | 680 – O God our help I ages past |
| | 688 – A mighty fortress is our God |

6. **Flowers:** You may use a local florist or members of the Flower Guild. If you select the Guild, a member will be in touch to discuss your desires. The standard arrangement is \$150. If you wish the Flower Guild to provide flowers for the reception, the cost will be \$175 for a large serving table arrangement, plus four smaller table arrangements. Please list contact for billing for flowers and or reception:

Name _____

Address _____

Phone _____

7. Acolytes

8. Ushers

9. Pallbearers

Additional request for service

OTHER INFORMATION

1. Memorial Gifts

The only flowers present in the Church are those at the altar. In place of flower gifts from others, memorial donations may be made to:

Parish: _____

Other (please list): _____

My Remains

- a. I wish my remains to be
 - buried (in a modest casket)

- cremated
- donated for research
- an organ to be donated for transplant

I would like my remains to be interred in:

My preference for a funeral director is:

Will and Lawyer

a. My will is on file at: _____

My lawyer is: _____

It is "the duty of Christian parents to make prudent provisions for the well-being of their families and of all persons to make wills, while they are in health, arranging for the disposal of their temporal goods, not neglecting, if they are able to leave bequests for religious and charitable purposes." (BCP, p. 445)

Family Information

a. My next of kin is (name, address, phone):

b. Other immediate family members are:
name, address, phone; attach sheets, if necessary)

c. Others to be notified of my death are:
(name, address, phone; attach sheets, if necessary)

d Family members to be notified of any memorials are:
(name, address, phone; attach sheets, if necessary)

Names and birth places of parents:

Father: _____

Mother: _____

Other: (You may want to attach papers that provide information such as bank accounts, safety deposit box, location of insurance policies, credit cards to cancel, list of assets and liabilities, etc.)

Signed: _____

Please print name: _____

Date: _____

*These instructions should be placed on file at the parish office
and a copy given to a close friend or relative.*

CLERGY

THE REV. MICHAEL R. SULLIVAN, Rector
THE REV. MARTHA P. STERNE, Associate Rector
THE REV. ALISON SCHULTZ, Assistant to the Rector
THE REV. TIM BLACK, Assistant to the Rector and Middle School Chaplain
THE REV. REBEKAH B. HATCH, Assistant to the Rector and Upper School Chaplain

STAFF

DAVID BRENSINGER, Director of Music and Organist
SUSAN FARRELL, Director of Stewardship and Administration
LEIGH JACKSON, Director of Communications
JOHN STOLLER, Youth Minister
GINNY BLACK, Finance Assistant and Secretary to the Vestry
CAROL JOHNS, Executive Assistant to the Rector
MELODY MCNEIL, Administrative Assistant to Pastoral Care and Hospitality
RENA STALLWORTH, Administrative Assistant for Program & Calendar Coordinator
CAROLINE FLEMING, Registrar
SUSAN WEST, Assistant Organist